



SHELTON STATE COMMUNITY COLLEGE - SUPPORT STAFF

SHELTON STATE COMMUNITY COLLEGE

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VICE PRESIDENT SEARCH

The college is currently advertising for the position of Vice President for the college. Position responsibilities will include the coordination and supervision of Business Operations, Institutional and Academic Services, and Student Support Services for the college. In addition the Vice President will facilitate and coordinate effective communications and working relationships within the institution. Leadership will be provided in the areas of public relations, institutional research and grant activities.

Qualified applicants must have an earned doctorate from an accredited institution, a minimum of five years experience at the Dean level or higher in a community college. The position will remain open until filled.

SEMESTER SYSTEM COMING

One of the most significant events in the college's history will occur this fall. Shelton State, as part of a pilot project, will become the first (and only) two year college in the state to operate under the semester system.

This event will involve an incredible commitment on the part of college employees to make the change successful. Curriculums must be changed, the college calendar updated and a complete over-haul of our "quarter-way of thinking." Transition Teams are working now to put everything into place by late June, early July in preparation for an August 24th starting date.

Most employees will like the new calendar, which involves longer breaks between semesters and less administrative management. Negatives to the change are 1) a lot of difficult work in the short time span to complete the change 2) the perception of increased tuition costs from going to three semesters instead of four quarters. Positives to the change include:

1. Fewer Registrations.
2. Students only pay tuition three times instead of four.
3. Similar calendar to the University of Alabama will allow for easier transfers.
4. Fewer Registrations.
5. More flexibility in scheduling.
6. Improved student retention.
7. Enables Students to pay less money before Christmas.
8. Fewer Registrations.
9. Fewer Registrations.

So this summer if you become frustrated with the change over to a semester system, remember, great things are on the way!

HEALTH-INSURANCE ALLOCATION

The following items are taken from recent communications from Lee M. Hayes, Insurance Director of the Retirement Systems of Alabama.

Health insurance coverage is allocated to each employee by the month. When an employee works three full months, she (or he) receives an extra one-month allocation of health insurance. Thus, employees who work for the nine-month academic year are covered during the summer even if they do not work during the summer.

Beginning Fall 1992, this policy will be administered using a September-September year rather than the October-September year which has been used previously. To qualify as having worked a full month, an employee must work at least one-half of the available work days during the month for that particular school year.

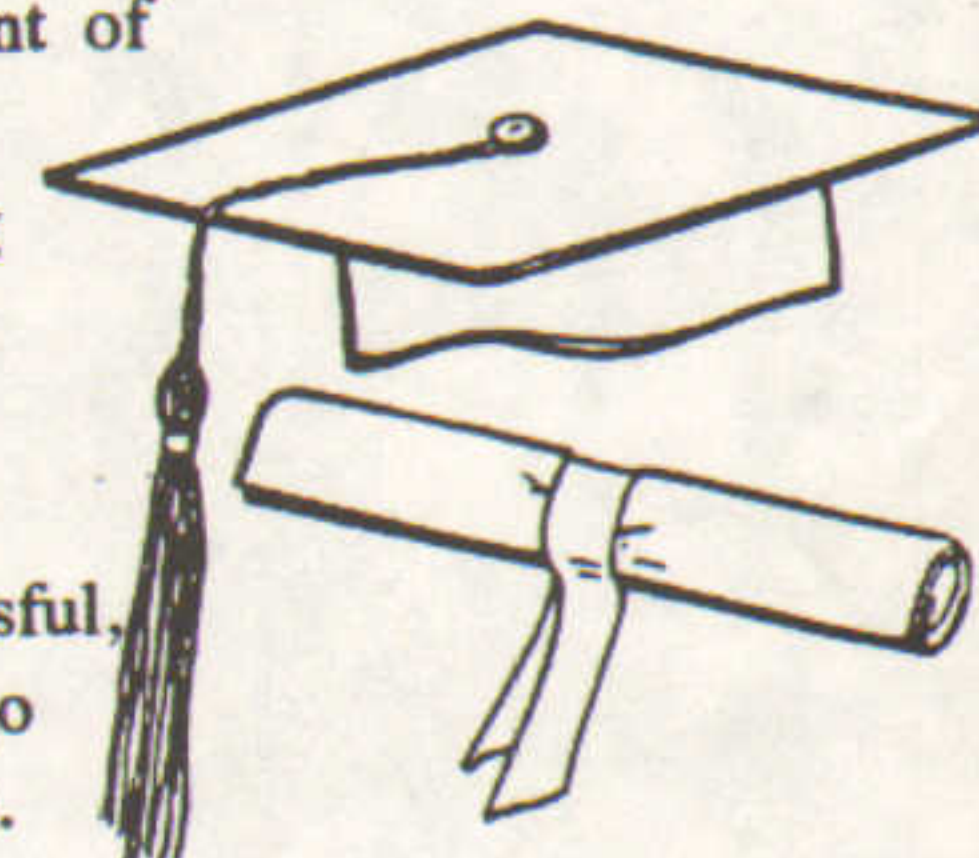
If an employee terminates employment, the employee is eligible to apply earned insurance credit immediately following the termination. In fact, the employee must use the extra insurance allocation during the months following the termination. For example, if an employee works during September, October, and November, and then terminates employment, that individual has earned one month of extra health insurance allocation and must use that extra health insurance allocation during the month of December. However, an employee can only use such extra earned health insurance allocations during the current fiscal year.

GRADUATION

Graduation ceremonies were conducted on May 27th, with Judge John Karrah issuing the commencement address. In addition to awarding certificates and diplomas to graduating students, Mr. Joe Hutt was given an honorary degree from the college.

Mr. Hutt is a long-time resident of Tuscaloosa county and was very active in supporting education and community activities.

This year's graduation ceremonies were very successful, and congratulations should go to the Graduation Committee.



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EMPLOYEE PROFILE: THE SHELTON STATE FAMILY

The college's Data Processing Department provides computing services to the Student Services Department, Financial Aid, and the Business Office. One of the people responsible for providing this service is Paul Sellers.

Paul has been a member of the Data Processing Department Since September 1982, and he now serves as the Assistant Data Processing Officer. As the Assistant Data Processing Officer, Paul is responsible for such things as, opening the department each morning, moving and connecting the terminals used during registration, ordering the stock paper and ribbons used by the department, and performing any other duties that the Data Processing Officer feels are necessary.

Paul graduated from the college's Data Processing Department in 1982 and received his Associate in Applied Science in 1991.

Away from Shelton State, Paul is very involved with FOCUS on Senior Citizens. He is currently helping FOCUS computerize their directory of people and services for the west Alabama area.

CASUAL DRESS DAY

Dr. Tom Umphrey has designated the last Friday in each month as "Casual Dress Day." Employees are encouraged to dress appropriately but casually on the last Friday of each month.

These dates include: June 26th, July 31st, August 28th, September 25th, October 30th, and November 25th.

NEW ARRIVALS

Ric and Karen Dice are the proud parents a pretty baby girl, Lena Greer Dice. Lena weighed 3½ lbs when she was born, but Ric says she is now up to around 6 lbs.

Pam and Chris Davis are also proud parents of a pretty baby girl! Emily weighs 8 lbs and 8 oz. and she, mom and dad are doing great.



ZIP CODES

The chart below shows how the zip codes are distributed accross the city of Tuscaloosa. Keep this chart in a convenient place and you will always have the correct zip codes on your correspondances.

